



Folkestone Town Council's Community Infrastructure Levy (CIL) Policy

for prioritising projects and allocating funds

1. Introduction

This policy sets out how Folkestone Town Council will manage and allocate Community Infrastructure Levy (CIL) funds received from the Local Planning Authority (LPA). It aims to ensure funds are used in a transparent, fair, and effective way to benefit the local community and support sustainable development.

2. Scope

This policy applies to CIL funds (15–25%) passed to the Town Council by the LPA under the Community Infrastructure Levy Regulations 2010 (as amended).

3. Legal Context

Under the CIL Regulations, CIL funds can be used on the provision, improvement, replacement, operation, or maintenance of infrastructure needed to support the development of the area, and can also spend it on anything else that is concerned with addressing the demands that development places on an area.

4. Principles for Allocating CIL Funds

CIL funding decisions will be guided by the following principles:

Principle	Explanation
Community Benefit	Projects must deliver clear and lasting benefits for the local community.
Infrastructure Focus	Priority will be given to infrastructure improvements (e.g. paths, parks, community spaces).
Transparency	All decisions will be made in open Council meetings and reported annually.
Inclusivity	Residents and stakeholders will be invited to submit project ideas.
Sustainability	Projects should align with environmental and social sustainability goals.
Deliverability	Projects must be realistic, costed, and deliverable within a reasonable timeframe.

5. Process for Project Prioritisation and Approval

5.1 Call for Proposals

- Annually (or biannually), the Council will invite proposals from:
 - Residents
 - Community groups
 - Councillors
 - Local service providers

5.2 Ongoing Maintenance

Report(s) will be submitted to the appropriate Committee for ongoing maintenance of FTC owned infrastructure (i.e. Play Parks).

5.3 Evaluation Criteria

All proposals will be assessed against the following criteria:

- Relevance to local infrastructure needs
- Alignment with FTC's Four Year Plan
- Community support or consultation
- Cost and value for money
- Opportunities for match funding or partnership working
- Ongoing maintenance and sustainability

5.4 Decision-Making

- The appropriate Committee will review proposals.
- Approval for release of CIL funds to be sought from Finance & General Purposes Committee.
- Approved projects will be listed on the Council's website.

6. Use of Funds

Neighbourhood CIL funds may be used for, but are not limited to:

- Community centres or halls
- Green spaces and play areas
- Pathways, lighting, and benches
- Traffic calming or accessibility improvements
- Public toilets, noticeboards, or signage
- Digital or energy infrastructure
- Feasibility studies for local infrastructure projects

7. Monitoring and Reporting

A CIL Annual Report will be published by 31 December each year, including:

- Total CIL income
- Funds allocated and spent
- Project descriptions
- Balances carried forward

This report will be published annually on the Council's website and sent to the LPA.

8. Unspent Funds

- CIL funds must be spent within 5 years of receipt.
- Unspent or misused funds may be reclaimed by the LPA.

Review of Policy

This policy will be reviewed annually or in response to changes in legislation.

<i>Date Adopted</i>	<i>21/08/25 (F&GP Min.1784)</i>	<i>Review Date</i>	<i>Annually</i>
<i>Revised Dates</i>			